

State Youth Council January 11, 2007

Members:

Norman L. Johnson
Lynette Robinson
Melissa Freigang
Robyn Wright (MTC)
Tom Darais
Pamela Russell
Scott Williams
Paul Otto

DWS Staff:

Ann Barnson
Tami Huntington
Jane Broadhead
Lesnie Foster
Julie Anderson
Rod Barlow

Excused:

Marie Christman

Guests:**Not Attending:**

Facilitator: Ron Vandermyde

Notes: Tricia Mecham

WELCOME AND OPENING BUSINESS

Jane welcomed the group and announced that Marie Christman is unable to attend due to an emergency meeting at DHS. Jane will confer with Marie at noon and give her the information to report to State Council this afternoon.

APPROVAL OF OCTOBER 12, 2006 MINUTES

Norman made a motion to approve content of minutes. Lynette provided a second. Approval of minutes was unanimously with a word change from "rooster" to "roster."

INTRODUCTION OF NEW MEMBERS

Jane welcomed Robyn Wright of MTC as a new member. Since Robyn, Melissa and Paul all represent Job Corps interest, they will share a vote.

OUTCOME AND BUDGET REPORTS

Jane noted that the targeted expenditure rate for WIA at this point in the year is 35%. Actual expenditures are much lower. Regional Youth Councils need to help Regions create strategies to meet the expenditure requirements. Previously, DWS believed that there was a federal requirement to spend 70% by end of the program year. This was a misconception. We actually have to obligate 80%. We also need to pay attention to Out-of-School Youth expenditures. The law requires at least a 30% expenditure on Out-of-School youth; however, the State Youth Council has the prerogative to increase the rate. Utah's SYC has gradually increased the level to 50% for program years 2004 and 2005, and to 70% for 2006.

Jane presented the performance outcome reports in a new format. This will not be the final format, as it does not show regional breakdowns. The DWS Management Information System has new reporting software, and has had some difficulties with reporting. DWS obtained a waiver from DOL, which allows discontinuation of reporting the 9 statutory measures; 4 for older youth, 3 for younger youth and 2 customer satisfaction, and allow reporting of 3 common measures. The common measures outcomes for youth are; "Placement in Employment or Education," "Attainment

of Degree or Certificate,” and “Literacy/Numeracy Gains.” Outcome levels have not and been negotiated with the Department of Labor (DOL) for this year. DWS does not expect that outcome levels will be required for this program year. We submitted pre-negotiation numbers to DOL in October. The recommended level for all three outcomes was below 50%. DOL indicated they might view the current program year as a baseline year. DWS will not report outcomes for Literacy/Numeracy Gains until after July 2007.

APPROVAL OF YOUTH PROVIDERS

The SYC granted conditional approval to Salt Lake County YES and Eastern Region DWS as the youth providers at the October 2006 meeting. Final monitoring reports indicate compliance with the 88% compliance level. At the State Council meeting this afternoon, Marie will recommend that they approve these entities continue delivering WIA youth services until the next monitoring episodes, or until the delivery cycle ends. The service delivery cycle begins with the selection of a provider by competitive bid. Delivery is for one year, with the possibility of 4 additional 1 year extensions, based on monitoring results.

DWS has received new WIA regulations via Federal Register. There is language about Youth Councils in the draft regulations. The comment period is open until February 22. **ACTION:** Jane will forward the Internet site to the new WIA regulations to regional program specialists.

The Youth Build program, which was under Housing and Urban Development (HUD), is now a Department of Labor (DOL) program. Jane is aware of one Youth Build program in Utah. Salt Lake County operated it several years ago, and there was coordination with the YES program, (the WIA youth contractor in the Central Region). The expectation is that after the move to DOL will distributed the funds in the same manner as in the past.

GOAL SETTING

Jane introduced Ron Vandermyde as the facilitator. He is a private consultant, specializing in development, strategy and execution of plans. Many of his contracts are with government. He is and has been an instructor in the Certified Program Manager (CPM) program for the State of Utah.

Melissa feels this might be a continuation of the mission statement discussion from the July meeting. We do not intend to reinvent that work, but to move toward an action phase. The purpose of a mission statement is to define focus. The Mission of the State Youth Council is “coordinating, disseminating and ensuring quality services to Utah youth.” Ron pointed out that this statement is rather vague. Melissa agreed – the July meeting discussion indicated that mission statement may no longer serve the group. The group did not change the mission statement today, and action is pending.

Typically, a mission statement has three components: who you are, whom you serve and what services you provide. Groups should refresh mission statements periodically. **ACTION:** SYC members must decide if we want to create a new mission statement.

We need clarity and consensus about the objective of the State Youth Council. Jane indicated that the law is specific, requiring a youth council to provide oversight to WIA youth service delivery. The SYC looks at budget and outcome reports for this purpose. Regional Youth Councils and the SYC has input in the provider selection process. DWS monitors WIA Youth service delivery across the State annually. DWS requires an 88% compliance level upon issuance of the final monitoring

report. Based on the report, Regional Youth Councils, then the SYC acts on continuing services for an additional year. The State Council provides final endorsement. In areas where compliance is below 88%, the monitoring team implements a corrective action plan. Jane perceives it as a policy body as opposed to advisory body. If policy changes significantly, the SYC needs to approve. In reality; however, the Council has been more advisory.

The Chairs of the Regional Youth Councils are members of the State Youth Council. They need to carry the messages between councils. The SYC encourages RYC Chairs to bring issues that are difficult to resolve at the local level, to the SYC for assistance.

The objective of this goal-setting session is to develop goals for next year and beyond, working within the context of the state plan.

Brainstorming of priority areas (not specific issues) for next year:

- Measurable outcomes – standard not focus
- Spending funding
- Recruitment of youth
- Connection with business community
- Broader strategic partnerships
- Keep youth engaged through completion
- Positive experience
- Focus on Out-of-School Youth (federal changes)
- Define role of SYC – deal in policy and activities or advisory capacity
- Connection between state and regional youth councils
- Solve problems without over emphasizing numbers

Fewer youth participate in WIA youth programs now than in the past. Part of the reason for the low participation rate currently is the robust economy. The unemployment rate is at an all-time low. Ron noted that the current 2.6% unemployment rate is dangerous for the business community and economic expansion. Employers cannot find workers. He mentioned that a 4% unemployment rate is full employment.

Ron suggested that the SYC should look at regional issues to look for patterns and should bring state-level resources to bear to help resolve them. The SYC operates at a macro level, whereas regional youth councils work at the micro level.

We want to be a group that has value and can influence some changes rather than meeting simply because it is a requirement of the law.

An issue upon which everyone agrees is that both state and regional youth council members are unsure of their purpose and roles. Jane stated that she and Marie provide orientation one-on-one to new member of the SYC, but have not addressed purposes of the council and role of members in the group setting. We also need to give regional councils the opportunity to fully understand the federal goals and help them achieve those goals. **Action:** Deliver new member orientation at SYC and RYC meetings by the end of July 2007. Create a State and Regional Youth Council Guide book.

The federal outcome measures for WIA youth are:

- Placement in employment or education

- Attainment of degree or certificate
- Literacy and numeracy gains

Breakout Session Phase I – Ron tasked each group to identify three priorities, which include things we can do for youth.

Report from each group:

Group 1 Focus Areas

- 1) Routine oversight, accountability (minimum standard)
- 2) Provide leadership
 - a. Set expectations/goals
 - i. Placement
 - ii. HS/GED
 - iii. Literacy gains
 - b. Timelines
 - c. Communication
- 3) Resource
 - a. Mind share

Group 1 Phase II discussion

Consistency/continuity

- Strategic partners (i.e., TAL & Youth Vision Team – DWS, JJS, DCFS, Social Security, Mental Health/Substance abuse, Housing)
- Educate youth about resources & options
- Recruitment (particularly of out-of-school youth)
- Employer partners – “at-risk”
 - Wage
 - Support system to invest in at-risk youth

Group 2 Focus areas

- 1) Establishing better connections (Youth Action Councils, TAL, etc.) better communication
- 2) Understanding purpose of youth council based on regulations, etc. and translating into action
- 3) Consistency of purpose between state and regional youth councils

Group 2 Phase II discussion

- Youth friendly employers
- “Door openers”
- Recruitment of youth and business – better partnership
- Outreach to Chambers of Commerce
- Focus on internships
- Outreach staff / job developers
- Information sharing in community (in general and other service agencies, schools, etc.)
 - Resolve issues about sharing information about specific youth (FERPA)

Ron noted that nothing discussed so far would make a difference to one youth unless we are able to translate it into actions.

Pam raised the question about why we are not doing internships, especially if we have the funding. Jane noted that the point of internships is to give youth the opportunity to explore and experiment with various career options, rather than starting and staying in an entry-level job. Rod responded that there are several reasons, one being the economy. Youth can find jobs that pay more than unpaid or low-paying internships and it is difficult to convince them of the long-term benefits. The “wage” for paid internships is 80% of what the actual wage from the employer would be; however, internships are non-taxable stipends, and the 80% is roughly equivalent to the net pay a youth would take home from a job. Melissa mentioned that Clearfield Job Corps Center has encountered the same problems. Paul suggested recruiting youth from the Applied Technology Colleges. Melissa pointed out that there are agencies that are doing this and that we should partner with them (co-enroll, etc.). Ron asked about rotating internships for career exploration. The partnerships have to happen at the local level. DWS and contractors are not able to do that by themselves.

Ron next facilitated a discussion on council relationships. We need to:

1. Develop a mechanism for improved communication (via newsletter, state goals, objectives, purpose and intent of council)
 - a. Clarify & communicate federal objectives so that work and discussions can be tied into that context/framework
 - b. Regional council chairs should attend state youth council (stabilize representation)
 - i. Set clear expectations of their participation: reporting back, bring forward concerns, information sharing
2. Clarify overall purpose of the SYC and educate/communicate to region level partners (more than a one-time presentation).
 - a. Provide leadership
 - i. Define who is responsible for outcomes
 - ii. Set expectations and goals, resources
 - iii. Establish timelines
 - iv. Communicate effectively
3. SYC has oversight to monitor, positively influence “the numbers”
 - a. Take a balanced approach to #s
4. Understand the issues through the eyes of youth. (They provide perspective and motivation to accomplish tangible things.)
 - a. Youth critique of performance to objectives.

Action Steps: Bring a youth to each meeting.

There was some discussion about including youth membership on the youth councils. There was also discussion about diversity on the broader scale: ethnicity, age, areas, culture, religion, etc.

Ron provided an action-planning template to facilitate accomplishing tasks. If we are serious about accomplishing an idea, we need assign someone to be responsible, set a due date out and expect accountability.

What we can do for the Youth (priorities)

1. Door Openers
2. Recruitment of Youth
3. Retention of youth
 - a. Preparing them for success (staying and completing the program/school and/or getting a job)

Melissa asked what “Door openers” entails. Jane responded that in relationship to the youth councils, we encourage the employers at the table to become more involved in working with youth. As we are working with employers, connect them with the local agencies serving the youth. Melissa feels that clarification of the role of the council and education of the members needs to come before employer relation building. Once we determine priorities, then we set action steps. Identifying priorities does not mean we need to do it right away, just means we need to find a methodical way to do it.

Is preparing youth for success the purview of the State Youth Council? How do we accomplish that? Develop a template, which explains resources and educates options to our partners.

Breakout Session II – For each item:

- Identify 2 reasonable outcomes for this year
- List actions to take to accomplish the outcomes
- Set timelines
- Assign people to accomplish (where possible, make assignment)

Final PY2006 and PY2007 State Youth Council Goals

Focus on Structure

- 1) Clarify purpose and vision of state youth council and communicate that to SYC and Regional Youth Councils across the State
 - a. Adopt the TAL and Youth Vision Team vision statement, “Utah’s at-risk youth will live successfully as adults.”
 - b. Share the “New Member Orientation” slide show with all RYC members to ensure everyone is on the same page
 - c. Develop a State and Regional Youth Council Guide
- 2) Include information about the SYC goals in each quarterly newsletter
- 3) Leadership and expertise
 - a. Ensure Regional Youth Council Chairs carry a consistent message to their respective councils
- 4) Understand issues relating to employment and training through the eyes of youth
 - a. (Youth participation to gain their perspective) – methodology not determined
 - b. Conduct focus groups in each region with youth

Focus on Youth

- 1) Door opener
 - a. Identify current business partners
 - i. Obtain Door Opener list that began with the GE Capitol event and was expanded at the October Council of Councils conference (Pam Russell)
 - ii. Update list with regional input due 5/15/07 (Regional Program Specialists to coordinate)
- 2) Identify the employment and training needs of area youth (each Region)
- 3) Contact potential “Door Opener” employers (i.e., chamber, etc.) to respond to the needs of area youth
- 4) Recruitment of youth for WIA program
 - a. Create outreach/advertising plan – market WIA services where the youth are by 04/30/07
 - i. Hip hop jamfest

- ii. Snowboard festival
 - iii. Coffeehouses
 - iv. Radio stations
 - 1. U92
 - 2. 97.1
 - 3. 98.3
 - v. Incorporate youth in this goal, use their input as a leadership development opportunity
- 5) Assist youth with preparing for success (common measures outcomes)
 - a. Develop/obtain a list of youth's interests and needs
 - i. Inventory/focus groups
 - b. Get youth feedback
 - c. Get employer feedback
 - d. Contact USU business department. Could this research be a student project? Scott will inquire by 4/15/07
 - e. Use www.surveymonkey.com and do research by geographic areas
 - f. Contact youth Employment Counselors by 4/15/07, ask them to identify reasons youth don't complete WIA youth services and succeed in attaining positive outcomes
 - i. Regional Program Specialists coordinate
 - ii. Julie Anderson will draft letter to Employment Counselors
 - iii. Have youth tell their stories to State and Regional Youth Council members and other youth

JOB CORPS

Jane noted that DWS/WIA, both Utah Job Corps and Management Training Corporation signed an MOU. WIA youth can be co-enrolled with Job Corps so when youth "exit" services, both Job Corps and WIA claims the common measures outcome. The DWS/WIA employment counselor makes monthly contact with either the youth or the Job Corps counselor attached to the youth. Some Employment Centers have worked out pathways with JC. Robyn will serve as the initial contact liaison. She will be able to provide the DWS employment counselor with the precise Job Corps counselor for a specific student. 801-693-2901 or 1800426JOBS. **ACTION:** Jane will send all program specialists a copy of the MOU and Robyn's contact info.

WRAP-UP

Work hard to tie up loose ends by next meeting so we are not being bogged down in philosophical discussion, but moving forward.